

**Clarion County Board of Commissioners**  
**Meeting Minutes**  
**January 22, 2019**  
**10:04 AM**

**Those attending:** Taylor Best; Tim Cochran; Mindy Frampton; Brett Whitling; Treasurer McConnell; Val Snyder; Prothonotary Himes; Christy Logue; Stephanie Fera; Evanne Gareis (press); Christina Moss (press); Ron Wilshire (press);

**Call to Order:** Commissioner Tharan called the meeting to order at 10:04 am.

**Roll Call:** Commissioner Tharan- Present; Commissioner Brosius- Present; Commissioner Heasley- Present

**Approval of the Agenda:** On a motion made by Commissioner Heasley and second by Commissioner Brosius to approve the agenda, the motion passed without opposition.

**Approval of the Minutes dated January 8, 2019:**

On a motion made by Commissioner Heasley and second by Commissioner Brosius to approve the minutes from the 1/8/2019 meeting, the motion passed without opposition.

**Announcements:**

- Work Session on Tuesday, February 5th, 2019 at 10AM in the conference room
- Commissioner/Salary Board meeting on Tuesday, February 12, 2019 at 10 AM in the conference room

**Correspondence:**

- Treasurer's Report

**Public Concerns and Comments:**

**Business:**

1. Contract on behalf of Corrections with Pest Management for pest control services. Cost: \$1656/year.

On a motion made by Commissioner Brosius and seconded by Commissioner Heasley to approve the contract on behalf of Corrections, the motion passed.

**Roll Call:** Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley- yes

2. GIS Records

On a motion made by Commissioner Heasley and seconded by Commissioner Brosius to **table** this item until the next meeting, the motion passed.

**Roll Call:** Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley- yes

3. 5-10 Year Capital Improvement Plans and Long Term Financial Projections and Goals

On a motion made by Commissioner Heasley and a second by Commissioner Brosius to **table** this item until the next meeting, the motion passed.

**Roll Call:** Commissioner Tharan- yes; Commissioner Brosius- yes; Commissioner Heasley- yes

4. Appointments to the Clarion County Local Emergency Planning Committee for 2019.

On a motion made by Commissioner Brosius and a second made by Commissioner Heasley to approve the 2019 appointments as presented by Randall Stahlman, the motion passed.

**Roll Call:** Commissioner Tharan- Yes; Commissioner Brosius-Yes; Commissioner Heasley- Yes

5. Hotel Tax – New guidelines for grants

On a motion made by Commissioner Heasley and a second made by Commissioner Brosius to approve the new guidelines for Hotel Tax grant applications as approved by the Hotel Tax Committee, the motion passed.

**Roll Call:** Commissioner Tharan- Yes; Commissioner Brosius-Yes; Commissioner Heasley- Yes

6. Contract on behalf of Early Intervention with Joanne Keller for Early Intervention therapy services that has had an increase in utilization. Term: 7/1/2018 – 6/30/2019. Cost: \$20,000. County Match: up to 10%.

On a motion made by Commissioner Heasley and a second by Commissioner Brosius to approve the contract on behalf of Early Intervention, the motion passed.

**Roll Call:** Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

7. Contract on behalf of DD with Clarion County Taxi for taxi services for individuals with DD that has had an increase in utilization. Term: 7/1/218 – 6/30/2019. Cost: \$5,000. County Match: up to 10%.

On a motion made by Commissioner Brosius and a second by Commissioner Heasley to approve the contract on behalf of DD, the motion passed.

**Roll Call:** Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

8. Renew County's Surety Bond of \$5,000 with GH Harris for 2019

On a motion made by Commissioner Heasley and a second by Commissioner Brosius to approve the bond renewal, the motion passed.

**Roll Call:** Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

9. Retirement of Darlene Wolbert (Sheriff's) effective 3/1/2019. Resignation of Ronald Lemmon (Corrections) effective 1/9/2019. Resignation of Krystal Strain (Corrections) effective 12/31/2018.

On a motion made by Commissioner Brosius and a second by Commissioner Heasley to approve of the retirements and resignations, the motion passed.

**Roll Call:** Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

10. Corrections. Promotion of Dillion Haines into the vacant position of Full Time Corrections Officer effective 1/15/2019. Full time, non-exempt, 36-48 hours/week. Salary: \$13.59/hour.

On a motion made by Commissioner Brosius and a second by Commissioner Heasley to approve the promotion, the motion passed.

**Roll Call:** Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

11. Contract with McCleary Business Machines and Clarion Office Equipment for copier services

On a motion made by Commissioner Brosius and a second by Commissioner Heasley to approve of the contract with McCleary Business Machines and Clarion Office Equipment, the motion passed.

**Roll Call:** Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

12. Victim Services RASA/VOJO 2019-2020 Grant for District Attorney's Office. Total Award Amount: \$100,390.00.

On a motion made by Commissioner Brosius and a second by Commissioner Heasley to approve of the RASA/VOJO 2019-2020 grants, the motion passed.

**Roll Call:** Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

13. Hope Rising Community Church to use Veteran's Memorial Park on April 20<sup>th</sup> for an Easter Egg Hunt.

On a motion made by Commissioner Brosius and a second by Commissioner Heasley to approve of Hope Rising using the Veteran's Memorial Park, the motion passed.

**Roll Call:** Commissioner Tharan-yes; Commissioner Brosius-yes; Commissioner Heasley-yes

14. Approval of the county expenditures:

- a. General Fund, dated from January 9 to January 18, 2019 Total: \$459,910.94

On a motion made by Commissioner Brosius and second by Commissioner Heasley to approve the general fund expenditures as presented, the motion passed.

**Roll Call:** Commissioner Tharan –yes; Commissioner Brosius-yes; Commissioner Heasley-yes

- b. Human Services, dated from January 8 to January 18, 2019 Total: \$793,426.54

On a motion made by Commissioner Brosius and second by Commissioner Heasley to approve the Human Services expenditures as presented, the motion passed.

**Roll Call:** Commissioner Tharan –yes; Commissioner Brosius-yes; Commissioner Heasley-yes

c. 9-1-1 Checking, dated from January 4 to January 18, 2019 Total: \$27,143.91

On a motion made by Commissioner Brosius and second by Commissioner Heasley to approve the 9-1-1 Checking expenditures as presented, the motion passed.

**Roll Call:** Commissioner Tharan- yes; Commissioner Brosius – yes; Commissioner Heasley- yes

d. Transportation, dated from January 8 to January 19, 2019 Total: \$89,281.30

On a motion made by Commissioner Brosius and second by Commissioner Heasley to approve the Transportation expenditures as presented, the motion passed.

**Roll Call:** Commissioner Tharan- yes; Commissioner Brosius – yes; Commissioner Heasley- yes

e. Misc, dated from January 8 to January 18, 2019 Total: \$4,604.34

On a motion made by Commissioner Brosius and a second by Commissioner Heasley to approve the Misc. expenditures as presented, the motion passed.

**Roll Call:** Commissioner Tharan- yes; Commissioner Brosius- yes; Commissioner Heasley- yes

**15. Approval of the budget transfers from December 31, 2018 totaling \$23,833.77**

2018 GENERAL FUND TRANSFER CLARION COUNTY BUDGET TRANSFERS December 31, 2018			
DEPARTMENT	FROM	TO	TOTAL
REGISTER & RECORDER	MATERIALS & SUPPLIES	CERTIFYING DEEDS	\$168.00
CORRECTIONS	WORK RELEASE	BUILDING MAINTENANCE	\$1,751.00
DISTRICT COURT 18-3-04	MAINTENANCE EQUIPMENT	WATER & SEWAGE	\$28.10
COUNTY BUILDINGS	ELECTRIC	MAINTENANCE EQUIPMENT	\$1,437.50
PUBLIC DEFENDER	INVESTIGATORS	COURT APPOINTED ATTORNEYS	\$229.00
PUBLIC DEFENDER	INVESTIGATORS	COURT APPOINTED ATTORNEYS	\$1,088.02
MISC. GEN. GOVT.	INSURANCE	PROFESSIONAL SERVICES	\$617.29
ADULT PROBATION	MATERIALS & SUPPLIES	MAINTENANCE EQUIPMENT	\$550.00
DOMESTIC RELATIONS	CONSTABLES	PROFESSIONAL SERVICES	\$136.00
CORRECTIONS	SALARIES	INMATE MEDICAL	\$15,000.00
ADULT PROBATION	MATERIALS & SUPPLIES	DRUG TESTING	\$50.00
CORRECTIONS	SALARIES	WATER & SEWAGE	\$2,704.00
COURTS	TRAVEL	LIBRARY	\$74.86
TOTAL			\$23,833.77

On a motion made by Commissioner Brosius and a second made by Commissioner Heasley to approve the Budget transfers of a total of \$23,833.77 as presented, the motion passed.

**Roll Call:** Commissioner Tharan – yes; Commissioner Brosius – yes; Commissioner Heasley-yes

**16. Approval of the budget transfers from January 1 to January 18, 2019 totaling \$6,004.00**

2019 GENERAL FUND TRANSFER CLARION COUNTY BUDGET TRANSFERS JANUARY 2019			
DEPARTMENT	FROM	TO	TOTAL
DISTRICT COURT 18-3-04	CONSTABLE FEE	INSURANCE	\$4.00
MAINTENANCE DEPT	CONTIGENCY RESERVE	ELECTRIC	\$2,500.00
MAINTENANCE DEPT	CONTIGENCY RESERVE	FUEL	\$3,500.00
TOTAL			\$6,004.00

On a motion made by Commissioner Brosius and a second made by Commissioner Heasley to approve the Budget transfers of a total of \$6,004.00 as presented, the motion passed.

**Roll Call:** Commissioner Tharan – yes; Commissioner Brosius – yes; Commissioner Heasley-yes

**Other Business:**

**Department Head Questions or Comments:**

**Public Questions and Answer:**

Evanne Gareis: "On the hotel tax the new guidelines, were there any differences from last year?"

Commissioner Tharan answered yes there were some differences, mostly trying to streamline them more efficiently.

Evanne Gareis: "Were there always 3 applications?"

Commissioner Brosius answered that no, and now there's an application for marketing projects, capital projects, and creative projects depending on what you want to apply for.

Ron Wilshire: "Is that grant originated locally, or is that state or PAGO?"

Commissioner Tharan answered that it's all the County's, deriving from the 3% tax on hotels, campgrounds, etc. PAGO gets 50% of that 3%, and the County gets the other 50% which goes towards these grants people apply for.

Ron Wilshire: "Are there some kind of state regulations on the hotel tax and how they have to do it?"

Commissioner Tharan answered yes there are regulations

Evanne Gareis: "So how does that work, do you apply for one of the three applications, or all three?"

Commissioner Tharan and Brosius answered that you apply for one, depending on what you need the grant for, or you could apply for all 3.

Evanne Gareis: "Are they (grant guidelines) updated every year?"

Commissioner Tharan answered they update them as needed.

Ron Wilshire: "What is the amount in the hotel tax account?"

Commissioner Tharan answered it's about \$150,000.

Evanne Gareis: "Are there any other major changes you can think of?"

Commissioner Tharan answered just the application process.

Evanne Gareis: "On #8, what's the surety bond for?"

Commissioner Tharan and Brosius answered that GH Harris is the company that collects the per capita taxes when they're not paid, and the bond is to protect that money if it would be lost or stolen. Tax Collectors and other collection agencies have to get a bond. If the collection agency steals or loses the money insurance would cover it for us.

Ron Wilshire: "When it goes to collection, do they charge an extra amount?"

Treasurer McConnell answered that the per capita is usually \$5, but if it goes to GH Harris for collection they charge \$40 and the County gets \$5.50 for each one.

Ron Wilshire: "Any new news from the USDA?"

Commissioner Tharan answered they haven't heard anything yet.

Lynn Moss: "The GIS Records, is that just access to the data records or is there going to be access to an interactive map?"

Commissioner Tharan answered they're still working out how they want to set it up.

**Adjournment:** On a motion made by Commissioner Heasley and second by Commissioner Brosius to adjourn the meeting at 10:27 a.m., the motion passed without opposition.

Clarion County Board of Commissioners

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Theodore W. Tharan, Chair

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Wayne R. Brosius

ATTEST:

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C. Edward Heasley

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Taylor Best, Chief Clerk